

## WHAT IS SKILLSOFT

Skillsoft is a 3<sup>rd</sup> party vendor that offers over 6000 online courses. These courses address hundreds of business and IT competencies. In addition to the actual content that may take 3 – 6 hours to complete, most courses also offer job aids and skill briefs that can be printed and used for later reference. A partial listing of the curricular areas is listed below:

BUSINESS ANALYSIS

BUSINESS LAW

COMMUNICATION CURRICULUM

CONSULTING SKILLS

CUSTOMER SERVICE CURRICULUM

E-BUSINESS

E-LEARNING CURRICULUM

FINANCE AND ACCOUNTING CURRICULUM

FOUNDATION SKILLS CURRICULUM

HUMAN RESOURCES CURRICULUM

INDUSTRY FOUNDATIONS

KNOWLEDGE MANAGEMENT CURRICULUM

LEADERSHIP CURRICULUM

MANAGEMENT CURRICULUM

MARKETING CURRICULUM

OPERATIONS CURRICULUM

PERSONAL DEVELOPMENT CURRICULUM

PROJECT MANAGEMENT CURRICULUM

SAFETY AND HEALTH CURRICULUM

SALES CURRICULUM

STRATEGIC PLANNING CURRICULUM

TEAM BUILDING CURRICULUM

Training Services has purchased a limited number of licenses to access the Skillsoft library. Consequently, we can only offer DHMH staff access for a limited period of time. However, access to these courses is FREE. To request an access id and password, please contact Jackie Felton at 410-767-1605 or [Jacqueline.felton@maryland.gov](mailto:Jacqueline.felton@maryland.gov)